



BOARD OF FUNERAL SERVICE

P O BOX 200513
HELENA MT 59620
406-841-2393

LIC.#: _____

DATE: _____

STATUS: _____

NAME: _____

ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____

ADDRESS CHANGE

- | | |
|--------------------------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> ACTIVE MORTICIAN (MTN) \$200.00 | <input type="checkbox"/> INACTIVE MTN \$100.00 |
| <input type="checkbox"/> ACTIVE CREMATORY OPERATOR (CMO) \$100.00 | <input type="checkbox"/> INACTIVE CMO \$ 50.00 |
| <input type="checkbox"/> ACTIVE CREMATORY TECHNICIAN (CMT)\$100.00 | <input type="checkbox"/> INACTIVE CMT \$ 50.00 |

Your Montana Funeral Service individual license will expire on July 1.

In order to renew your Funeral Service license:

- 1) Complete the renewal application.
- 2) Answer the disciplinary questions at the bottom of the form.
- 3) Submit a check or money order in the amount indicated above, make payable to the Board of Funeral Service. Do not send cash. U.S. funds only.
- 4) Renewals postmarked after **JULY 1**, may be assessed a penalty fee that is 100% of the renewal fee. This fee will be in addition to the renewal fee.
- 5) Sign the renewal application.
- 6) Return the renewal application and fee to the Board office postmarked by **JULY 1**.
- 7) A renewal returned to a licensee for any reason must be re-postmarked by **JULY 1** to avoid paying the late fee.

CONTINUING EDUCATION STATEMENT FOR ACTIVE MORTICIAN LICENSEES ONLY:

You are required to have 6 hours of continuing education per year in order to renew your active license. The Board will be conducting a random audit of licensees after the renewal cycle to ensure compliance.

Statement: By signing this application, I declare under penalty of perjury that I have completed the required hours of continuing education. I am aware that a false statement may lead to subsequent revocation of licensure on ethical grounds.

LEGISLATION PASSED IN THE 2005 SESSION PROVIDES THAT A LICENSEE HAS 45 DAYS TO RENEW HIS/HER LICENSE AFTER THE DEADLINE BY PAYING BOTH THE RENEWAL FEE AND THE LATE FEE. ANYONE RENEWING 46 DAYS OR MORE AFTER THE JULY 1 DEADLINE, MAY HAVE A COMPLAINT FILE OPENED, AND THE POSSIBILITY OF UNLICENSED PRACTICE MAY BE ADDRESSED BY THE BOARDS DISCIPLINARY SCREENING PANEL.

YES ____ NO ____ **Have any legal or disciplinary actions been instituted against you since your renewal?** If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Sec. 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

Your signature: _____ Date: _____

DO NOT SEND CASH

Rev: 04/06